

**City of Seattle  
Civil Service Commission  
January 18, 2006 Minutes**

**Approved February 15, 2006**

**Call to Order:**

Commissioner Chair Ellis Casson called the regular meeting to order at 9:05 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

**In Attendance:**

Commission Chair Ellis Casson  
Commissioner Steven A. Jewell  
Commissioner Jennifer K. Schubert  
Glenda Graham-Walton, Executive Director  
Teresa R. Jacobs, Administrative Staff Assistant  
Gary Keese, Assistant City Attorney

**Public Comment:** No one signed up to speak

**1. Welcome New Commissioner:**

The Commission and staff welcomed Steven Jewell who is the new employee elected Commissioner. Mr. Jewell will serve on the Commission through 2009.

**2. Selection of Commission Chair:** Commission Chair Casson nominated Jennifer Schubert to serve as Commission Chair. Commissioner Jewell moved for Ms. Schubert to serve as Chair. Chair Casson seconded the motion. The motion passed. Ms. Schubert will serve as chair through 2006.

**3. Approval of Minutes:**

**November 16, 2005 Regular Meeting Minutes:** The Commission reviewed the November 16, 2005 minutes. The Commission did not feel that the minutes reflected the full discussion on Settlement Agreements. The Commission agreed to carry over the minutes to the next meeting to review them with the amendment to the Settlement Agreements topic.

**4. Review Monthly Case Status Report and Year End Report:**

The Commission reviewed the Monthly Case Status for 2006 and the year end report for 2005.

**5. Appeals Update & Review**

- **Joy (2) v. Seattle Center CSC No. 05-01-010:** Ms. Graham-Walton updated the Commission on the appeal that was filed by the appellant who was discharged by her department. The appeal was delegated to the Office of the Hearing Examiner.
- **Sudduth v. City Light CSC No. 05-01-004:** The office of the Hearing Examiner presided over the appeal as delegated by the Civil Service Commission and submitted a decision. Commissioner Schubert was the Reviewing Officer. The Appellant did not submit a Petition of Review. Commissioner Schubert moved to

accept the decision of the Hearing Examiner. Commissioner Jewell recused himself from voting due to having been involved in the investigation process. Commission Chair Casson seconded the motion. The motion passed.

6. **2006 Meeting Scheduled February through December:** The Commission agreed to meet on the 3<sup>rd</sup> Wednesday of the month.
  - **Does the Commission want to hold an annual retreat in 2006?:** The Commission will decide in the months to come whether to hold an annual retreat.
7. **Monthly Summit (Budget) Report:**
  - **Year Ending December 2005:** Ms. Graham-Walton reported that the Commission ended 2005 on target.
  - **January 2006:**  
Ms. Graham-Walton reported that the Commission is on target for the month of January.
8. **Other:** There were no other topics.
9. **Hearing in the matter of:**  
Joy (1) v. Seattle Center CSC No. 05-01-009 *Suspension* Hearing by Commission on:  
Appeal of Executive Director's Dismissal Order-*Commissioner Schubert, Presiding:*

**Parties Present at the Hearing:**

**Appellant:**

There was no one present for Ms. Joy

**Respondent:**

Amy Lowen, Assistant City Attorney, representing Seattle Center  
John Cunningham, Human Resources Manager, Seattle Center

- **Executive Session:** The Commission went into executive session at 9:50 a.m.  
The executive session ended at 10:05 a.m.

**Public Session:**

Ms. Schubert gave an overview of the appeal of the Executive Director's dismissal order issued on December 1, 2005 on the grounds that the appellant had not been suspended at the time the appeal was filed. 45 minutes prior to the beginning of the hearing, the commission received by fax from the appellant's attorney, a Request for Continuance. The Commission took the matters before it under advisement, deliberated in Executive Session, and decided, it had sufficient uncontested evidence before it to rule on the jurisdictional issue, and the appellant's motion for a continuance of the hearing was not granted. After the Executive Session, the Commission returned to public session and excused the Respondent without hearing any testimony or argument. The hearing was closed at 10:14 a.m.

**Adjournment:** Commission Chair Casson adjourned the meeting at 10:20 a.m.

Respectfully Submitted:

Approved by:

/s/ Teresa R. Jacobs, 2/15/06

/s/ Jennifer K. Schubert, 2/15/06

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Teresa R. Jacobs  
Administrative Staff Assistant

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Jennifer K. Schubert  
Commission Chair

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Date